

Republic of the Philippines  
Municipality of Floridablanca  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

SEP 05 2018

This is to request the publication of the following vacant positions of Local Government unit of Floridablanca in the CSC website:

MAYOR DARWIN R. MANALANSAN  
(Head of Agency)

Date: 5-Sep-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I	7	1	113,508.00	Must be able to read and write	None required	None required	None required	N/A	Municipal Accounting Office
2	Administrative Aide III	2	3	128,676.00	Must be able to read and write	None required	None required	None required	N/A	Human Resource Management Office

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than September 25, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

DARWIN R. MANALANSAN

Local Chief Executive

Municipal Building, Poblacion, Floridablanca, Pampanga

[lgufloridablanca@gmail.com](mailto:lgufloridablanca@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.